

REF-0734  
Paso -  
3-1

8 January 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)

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SUBJECT: Proposed Revision of Regulation  
Supergrades

(Job #483-DLM)

1. The subject Regulation, which has been revised to incorporate changes in connection with the establishment of an Office of Personnel and the appointment of an Assistant Director for Personnel, is submitted herewith for authentication.

2. In paragraph 3a the Assistant Director for Personnel has been included as one of the officials authorized to initiate and sign requests for supergrade personnel actions. The only other basic change is reflected in paragraph 3b which has been changed to state that such actions will be processed to the Assistant Director for Personnel, instead of to the Deputy Director (Administration).

3. Coordination has been effected only with the Personnel Office.

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Chief, Regulations Control Staff

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Attachment  
Proposed

RCS-DLM/mrf

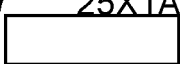
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**REGULATION**



**PERSONNEL**

18 January 1954

**SUPERGRADES**

Rescission: 29 June 1953

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**1. GENERAL**

This Regulation establishes the policy and outlines procedures to be followed for personnel actions involving positions in supergrade categories.

**2. POLICY**

There is established within the CIA classification system a supergrade position structure which will include grades GS-16, GS-17, and GS-18 positions, and the three special grades authorized by 63 Stat. 208, Central Intelligence Agency Act of 1949.

**3. PROCEDURE**

- a. Requests for supergrade personnel actions will be initiated and signed by the Deputy Director (Plans), the Deputy Director (Intelligence), the Deputy Director (Administration), the Director of Training, the Assistant Director for Communications, or the Assistant Director for Personnel, as applicable.
- b. Requested actions will be processed to the Assistant Director for Personnel, who will review all requests for supergrade personnel actions and forward them with his recommendations to the Director of Central Intelligence for approval.

**FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:**

*151 12 Jan 54*  
**L. K. WHITE**  
Acting Deputy Director  
(Administration)

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